

**VS-38**

## **“FIGHTING RED GRIFFINS”**

### **Commanding Officer’s Policy on Sexual Harassment**

It is my personal commitment and policy to ensure a work place free of sexual harassment. Sexual harassment is unacceptable and will not be tolerated in VS-38.

Sexual Harassment can be exhibited in numerous ways. It includes unwelcome sexual advances, deliberate or repeated unsolicited verbal comments, requests for sexual favors, or a physical contact of a sexual nature, which causes discomfort or humiliation. Such conduct interferes with the individual’s performance by creating a hostile or offensive environment and also degrades productivity.

It is the responsibility of any individual who feels that he or she is being sexually harassed by supervisors, co-workers, or peers to make it clear to the offender that such behavior is offensive and unwelcome. If the harassment continues, the individual should report it to the appropriate supervisor. If the offender is the immediate supervisor then the individual should report it to the second level supervisor.

VS-38 personnel have the responsibility for maintaining the highest standards of honesty, integrity, impartiality, and personal conduct. Every supervisor shall conduct a self-assessment to ensure the work place is free of sexual harassment and when it is observed, to take corrective action immediately. **The prevention of sexual harassment is an All Hands effort in which All Hands are accountable.**